

Process for CPA Australia members

Eligibility under MRA (until end of business day on June 30, 2021)

CPA Australia members wishing to be admitted as a member of a CPA provincial body (except Quebec) through the MRA must meet the following requirements:

1. General requirements
 - a) Be the holder of an accounting degree approved by CPA Australia and have successfully completed:
 - i. the CPA Australia Program including the practical experience requirementor
 - b) Be the holder of a non-accounting degree, and have successfully completed:
 - i. an appropriate accounting conversion course approved by CPA Australia;
 - and
 - ii. the CPA Australia Program including the practical experience requirementor
 - c) Be a Member of CPA Australia that does not fall under either paragraphs (a) or (b) but who has at least fifteen (15) years' work experience, at least five (5) years of which has been at a senior level and have successfully completed the CPA Australia Program
3. CPA Australia members who obtained membership into CPA Australia through an MRA with another professional body are not eligible to become a member of the CPA provincial body pursuant to this MRA.
4. CPA Australia members must not be the subject of a current investigation or referral to a hearing related to professional conduct; or have been subject to any disciplinary sanctions within the five (5) years prior to application.
5. CPA Australia members must also submit a fully completed application to the appropriate CPA provincial body. A complete application may include fees payment. Incomplete applications will not be processed.

Requirements for a Complete Application

1. Obtain an application form and a list of admission requirements from the CPA provincial body where you plan to apply. You may only apply to one CPA provincial body. A list of contact sources can be found [here](#).
2. Contact CPA Australia and request a Membership Status Letter be sent directly to the CPA provincial body. It must state the date of admission to membership and whether or not the CPA Australia membership was attained through an MRA with another professional body. It must also state whether or not you have been subject to any disciplinary sanction in the last five (5) years or under investigation for any disciplinary sanction. Additional documentation may be required and requested by the CPA provincial body.
3. Contact your university to have an official sealed transcript evaluated by a third-party assessor. The third-party assessment must be sent directly to the CPA provincial body verifying you have a post-secondary degree equivalent to 3 or 4 years Canadian bachelor degree. This assessment must be dated within one year.
4. Provide a current resume or curriculum vitae. Additional information on your practical experience may be requested by the CPA provincial body.
5. Submit your completed application form through the CPA provincial body. Please note that you may be requested to provide documentation to support your legal name.
6. Pay the required fees to the CPA provincial body.
7. Complete the CPD course, Overview of Canadian Tax and Law, and submit the certificate of completion. If you do not meet eligibility for membership, the course fee will not be refunded.
8. Meet any other admission requirements as imposed by the CPA provincial body or under law.

When your application has been approved, you will be notified of your registration as a member and have the right to use the Canadian CPA designation. You cannot use the designation until you are informed of your admission. Properly completed applications must be received by the end of the business day on June 30, 2021.

Public practice requirements

Admission as a member under this MRA does not automatically provide a member with the right to work in public practice. Members will be required to meet the entry to public practice requirements in their respective CPA provincial body jurisdiction. Contact the CPA provincial body where you are applying for additional information.